



**JONATHAN W. BLODGETT**  
District Attorney

THE COMMONWEALTH OF MASSACHUSETTS  
OFFICE OF THE  
DISTRICT ATTORNEY FOR THE EASTERN DISTRICT  
SALEM NEWBURYPORT LAWRENCE

Museum Place  
Two East India Square  
Salem, Massachusetts 01970

TELEPHONE  
SALEM (978)745-6610  
FAX (978)741-4971  
TTY (978)741-3163

## **JOB POSTING**

### **VICTIM/WITNESS ADVOCATE**

**Position Summary:** Provide information, notification, referrals, emotional support, advocacy and other services to victims of crime in accordance with the Massachusetts Victim Bill of Rights (G.L. c. 258B), and the policies of the office of the Essex District Attorney.

**Responsibilities:** Victim/Witness Advocate provides the following services to victims, witnesses and their families:

1. Provide information about entitlements and services in accordance with G.L. c. 258B;
2. Crisis intervention;
3. Orientation to court process;
4. Accompaniment to court;
5. Referrals to support services;
6. Manage caseload;
7. Collect data;
8. Work in consultation with Assistant District Attorney's and other staff.

**Position Requirements:** Applicant's with a bachelor's degree and experience in social services, criminal justice or other related field and Spanish and English fluency required. Candidates must have excellent writing and communications skills.

**Salary:** \$25,000, commensurate with experience.

Application deadline: 2/10/06  
Send resume and cover letter to:

Essex District Attorney's Office  
Director, Human Resources  
Ten Federal Street  
Salem, MA 01970  
Or FAX#: 978-744-2049

A Victim Witness Advocate is a state employee appointed by and serving at the pleasure of the District Attorney.

The Office of the Essex District Attorney is an Equal Opportunity/Affirmative Action Employer.